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1987

AURORA PUBLIC LIBRARY

HIGH YIELD REPORT

ANNUAL REPORT 1987

UNIVERSITY OF
ILLINOIS LIBRARY
AT URBANA-CHAMPAIGN
LIB. SCI.

ELIGIBILITY FOR A CARD

FREE - to anyone who lives inside the city limits

SUBSCRIPTION - available to all others on payment of an annual fee.

SPECIAL SERVICES

- Two Bookmobiles serving schools and neighborhoods
- Nursing Home Service
- Children's Story Hours & Programs
- Teacher Loans
- Reference Service
- Genealogical Information
- 16mm Films
- Large Type Books
- Computer Software
- Compact Discs
- Vacation Loans
- Videocassettes
- Interlibrary Loans
- Voter Registration

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DIAL - A - STORY

859-1865

Through an Aurora Lions Club Grant

HOURS

Weekdays	9 - 9
Saturdays	9 - 6

Closed Sundays and holidays

LOAN PERIOD

14 days - new fiction - no renewal

28 days - books, phonograph records, cassette tapes and players, 8 mm and super 8 mm films, viewmaster reels and viewers, filmstrips - no renewal

Materials on reserve may not be renewed.

FINES

10¢ per day per item
10¢ per bookmobile stop
20¢ per day for framed pictures and sculpture

AURORA PUBLIC LIBRARY
312-896-9761

BOARD OF DIRECTORS

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Walter F. Meinert, Vice-President
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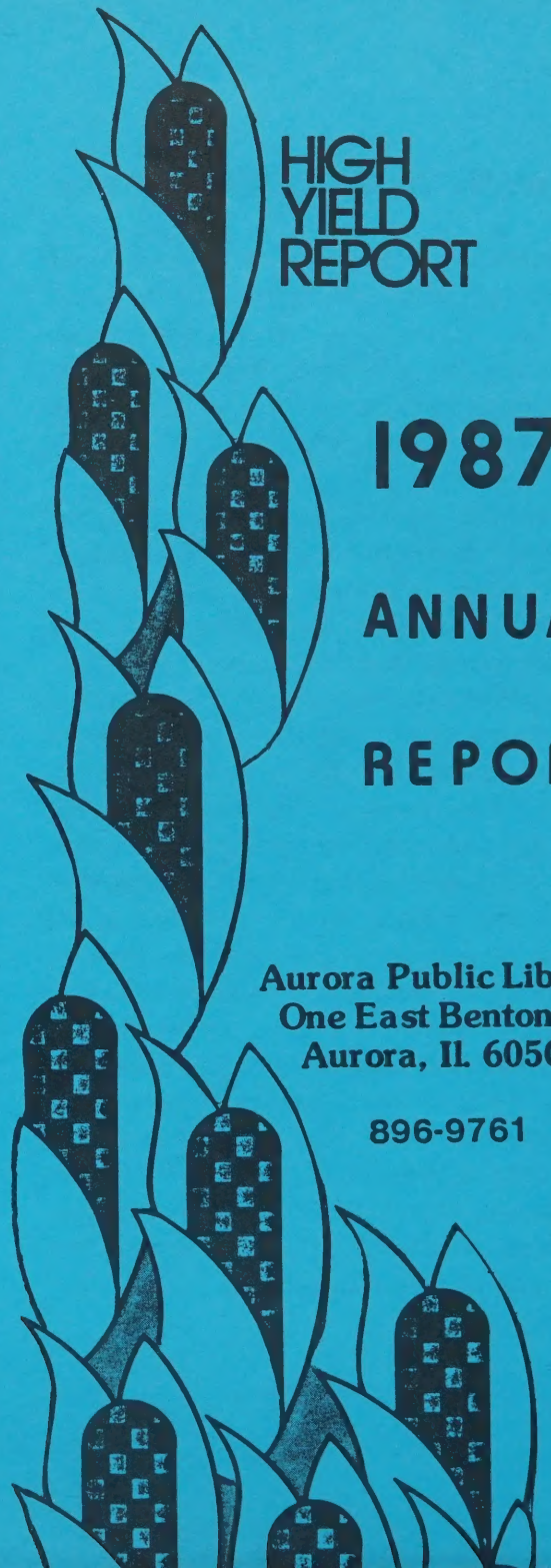

HIGH YIELD REPORT

1987 ANNUAL REPORT

Aurora Public Library
One East Benton St.
Aurora, Il. 60506

896-9761

WE WANT TO MEET YOUR NEEDS

The mission of the library is to help meet Aurora residents' needs for informational, cultural, educational and recreational resources by providing library materials, services and programs. We want to make it the best library possible.

To meet that goal we are computerizing the circulation and library card catalog functions. A lot of behind the scenes work has gone on in 1987 to convert the paper files to machine readable tapes of all the library holdings. The anticipated date that we will go online is the end of May, 1988. What this means to you is more efficient check-in, check-out procedures, information on whether the library owns the book you want, whether the book is in or checked out, when it's due back, and how many people are on the waiting list ahead of you. It will also provide timelier reminders of overdue materials or fines and the capability of accessing our holdings if you have a microcomputer or dumb terminal and a modem. The on-line card catalog will eliminate the need to search the old paper card catalog drawers. You can get the information directly and easily from the computer terminals which will be placed around the library on all three floors.

FACTS FROM 1987

— Patrons checked out 706,922 items.

— 19,709 children and adults attended free films and educational programs.

— The two bookmobiles (one of which is a new vehicle replacing a '67 model) traveled 8,864 miles to take service to school and community stops.

— Five area nursing homes were visited 169 times reaching 3,274 senior citizens with films and book reading programs.

— Staff answered 69,138 reference questions.

— 19,788 volumes of new materials were added bringing the total book collection to 251,419, an increase of 3%.

— A Book Security System was added to help ensure the book you want will be available when you want it.

— Learned from a Telephone Citizen Survey conducted by the University of Illinois for the library that you would like to learn more about services offered and that the newspaper is the way you suggest we inform you.

— Confirmed our interest and intention to work with School District 204 to provide temporary branch library service to Fox Valley Villages using a shared school facility.

FINANCIAL NOTES

*RECEIPTS

Tax collection	$1,158,988
Non-resident fees	7,479
Fines	46,590
Investment Interest	66,509
Book Sale	2,678
Per Capita Grant (State)	79,467
Other sources	207,713
Capital Reserve	189,745
TOTAL RECEIPTS	$1,759,169

*EXPENDITURES

**Salaries	$ 885,697
Books, periodicals, & audio-visual	247,232
Other operating	260,523
Capital Outlay	233,753
Capital Reserve	131,964
TOTAL EXPENDITURES	$1,759,169

* Unaudited figures.

**The library, being fundamentally a service organization, lists personnel costs as its largest expense.

Board Concerns

Concerned with new Boyertown bookmobile which arrived January 2 with many problems; arranged for a representative from Boyertown Auto Body Works (Pa.) to come to Aurora to work on repairing the vehicle but at year-end many repairs still needed; at year-end authorized payment of balance due less expenses despite threat of a lawsuit to recover the full amount

Sold the 1967 Gerstenslager bookmobile to Giles Corbeil of Quebec, Canada for $3,000 (he will use it as a mobile photography studio for his sports photo business)

Approved installation of the Bound to Stay Bound automated ordering system

Recommended a new policy of reimbursing the actual moving expenses of professional librarians moving to Aurora to accept positions

Recommended recognizing those staff members with perfect attendance in the previous year with a momento from the Sesquicentennial collection

Purchased the 3M Echotag Book Security System

Received a copy of a letter to the DuPage Library System from their attorney stating that Aurora's proposal to provide library services to non-resident juveniles is lawful as it constitutes a reciprocal agreement within the letter of the law (resolving a dispute with the State Library)

Contracted with the University of Illinois' Library Research Center for a telephone survey as required by the Per Capita Grant

Worked with the staff in evaluating and selecting a replacement telephone system

Arranged for a presentation by members from the DuPage Library System board and staff on the System's proposed conversion to a multitype system

Established an Equipment Replacement Reserve Account

Accepted proposed changes to the library's Personnel Manual to clarify that these manuals are general guidelines for employees, not a contract

Approved re-sealing and re-striping of the library's parking lot

Confirmed the Board's interest and intentions to work with District 204 to provide temporary branch library service in their Pheasant Creek school scheduled to open in the Fall of 1989

Reviewed the twelve categories of Avenues to Excellence as required by the State Library in order to be eligible for a Per Capita Grant

Approved installation of an alarm system after two break-ins and one attempt

Reviewed and accepted the job description for the new position of Computer Operator

Accepted a policy on Hiring of Relatives for non-Civil Service positions

Recommended that juveniles be allowed to participate in the state-wide Reciprocal Borrowing Program

Accepted with regret the resignation of board member Frank Saltijeral whose work and family responsibilities do not permit him to continue on the board

Approved Erickson Chemical's water treatment proposal

Approved contracting with Supreme Millwork to rework and rebuild the book shelves on the 1986 Boyertown bookmobile

Approved the upgrade in memory for the PDP 11/84 processor and the 11/73 processor as required by CLSI to support the hardware for the Automated Circulation system and Online Catalog

Approved a policy that the library underwrite the collision deductible for any staff member who uses his/her personal car for library purposes up to a maximum of $500 per incident

Approved a non-resident taxpayer resolution to give staff guidance in complying with the new state law

Bookmobile Maintenance

JANUARY

1986 Bookmobile

1986 bookmobile received January 2 with many problems; repairman sent out from Boyertown (Pa.) but he is unable to repair all the problems

FEBRUARY

1976 Bookmobile

To City Garage for problems with gas getting into oil in carburetor; exhaust repair

1986 Bookmobile

Replaced windshield washer unit

Artlip & Sons install time delay contactors on AC/Heat unit; replace mercury t-stats with magnetic t-stats to correct the problem of the heat and ac coming on at the same time

Stannard Power repair exhaust leak on Onan generator (warranty)

MARCH

1976 Bookmobile

Vibration of generator under check-out desk continues; Kackert's recommends replacing spring (to be installed first week of June in hiatus between spring and summer schedules)

Carbon in upper head and cylinder will have to be de-carbed (work to be done during hiatus in schedule)

Carburetor problem continue of oil thinning

1986 Bookmobile

Generator problem continues with concern being glazing of cylinders (to be checked during hiatus between schedules)

Finley Signs applies graphics design

APRIL

1976 Bookmobile

City Garage installs rebuilt carburetor and change plugs to repair problem of transmission not shifting well

1986 Bookmobile

Door closers replaced; water pump replaced (warranty)

Vehicle inspected by City Garage paint man for evidence of primer

MAY

1976 Bookmobile

Transmission shifting and carburetor problems continue

Entire hose on main vacuum line replaced

1986 Bookmobile

To Coffman's to check problem of transmission motor stalling

JUNE

1976 Bookmobile

Kackert's works on generator: installs spring; sent out head and magneto which had 7000 hours on it for rebuild; replaces 4 exhaust valves; repair leaks by installing all new gaskets and replacing a 2' section of hosing; repaired two of the ball bearings laying in the governor housing; replaced thrust washers on governor

City Garage works on rough running carburetor and choke problems and dieseling problem

Bookmobile Maintenance

JUNE

1986 Bookmobile

Coffman's repairs leak at rear main differential seal on truck motor

Kastner's touches up undercoating

Caulk applied to areas around passenger side where water leaks

JULY

1976 Bookmobile

Artlip's repairs ac unit

Alternator replaced

1986 Bookmobile

Onan generator backfiring - Stannard Power advises keeping a log for them to review when we're able to get the vehicle in for repairs

Attempt to resolve a squealing noise by replacing a water pump idler pulley bearing; noise continues - taken to Stannard Power where they adjust the running speed of the generator engine

AUGUST

1976 Bookmobile

Taken to J. Merle Jones for generator vibration problem which has been on-going for several years but worsened lately; they repaired the exhaust system; re-set timing; realigned exhaust unit; ordered vibration damper mounts for generator; located the 'clunk' in the truck motor which was a bad water pump and pulley

To Fox Valley Spring for leaf spring/suspension/alignment work

To Artlip to repair problem of ac unit drawing too much from generator and not leaving enough time for pressures to equalize thus starting up at higher pressure causing too much draw on generator resulting in generator dimming or bogging down

1986 Bookmobile

Stannard Power performs a tune-up on generator to correct problems of squealing, backfiring; replace plugs, points, condensor, cap and rotor; adjust both the speed of the engine and the voltage to correct the high-pitched squeal

AC repaired by replacing a transformer but high-pitched squeal returns in generator engine; Onan Co. in Mn. advises Stannard Power that problem might be a bad vibration damper on crankshaft; parts ordered and to be installed during September hiatus in schedule

Packer Engineering inspects vehicle at our request because of our dispute with the manufacturer;

Attorney Paul Lewis advises us to start negotiating with Boyertown to return the vehicle to them to let them correct the problems during the September hiatus

To Coffman's to correct a 'flat' spot in the transmission when shifting from second to third gear

Fox Valley Spring check alignment and steering suspension

Re-caulked areas where water leaking

SEPTEMBER

1976 Bookmobile

Repaired broken bracket in generator compartment

Recaulked around windows

1986 Bookmobile

To Stannard Power for installation of replacement vibration damper on crankshaft to correct the problem of a high-pitched squeal from the generator

OCTOBER

1976 Bookmobile

Replaced bad connection at starting circuit fuse block on generator

1986 Bookmobile

Installed warranted replacement parts for thermo-magnetic choke heater and main jet assembly for Onan generator

Reset points and plugs

NOVEMBER

1976 Bookmobile

Coffman's repairs 'clunking' sound in transmission

1986 Bookmobile

Generator not handling load well when heat turned on

DECEMBER

1976 Bookmobile

Coffman's to repair transmission carburetor problem

Building Maintenance

JANUARY	Purchased a new floor buffer machine to allow maintenance to better keep up with floor care Johnson Controls completes semi-annual balancing East garage door repaired for slipping chain problem
FEBRUARY	Berg Electric repairs lobby light fixture
MARCH	Six replacement granite panels installed (for those damaged in September '86 auto accident)
APRIL	Berg Electric completes electric work for computer and book security system Johnson Controls completes summer calibration of controls
MAY	Johnson Controls repairs malfunctioning air compressor Caterpiller engine tuned-up City of Aurora replaces pole and one-way sign on west side of the building to better alert drivers not to enter McKee Door repairs 'up' button on east garage door Landscaping work begins with planting of 3 dozen geraniums Spring Green treated all areas with pre-emerge for weeds
JUNE	Aurora Blacktop reseals and restripes parking lot Carpet cleaned by Spring Green Wegman Construction repairs collapsed area near rear fence
JULY	Riverbank repair project of repairing old retaining wall begins by T&R Construction Incidents: Library burglarized twice (July 16,27) and an attempted break-in thwarted by Kane Guard (Aug.4); beginning July 27 overnight guard hired until building security system is installed on September 1
AUGUST	Spring Green re-sprays for insect problem with alpine currants and lawn damage from wed worms
SEPTEMBER	Main and Second Floor lounge furniture re-upholstered by Bob's Upholstery Riverbank project work continues with need for T&R to repair the gap between the new gabion wall and existing old wall to prevent further bank erosion; concrete poured on top of wire/stone gabion wall to better hold bank
OCTOBER	Planted 12 alpine currants to fill in sparse areas in front shrubs Water treatment application begins by adding chemicals to boiler and chill water system and flushing sediment from pre-heat system
NOVEMBER	West lobby door repaired so both top and bottom latches can be secured
DECEMBER	Replaced Second Floor men's washroom striker lock Replace east garage door shear pin

Library Humor & Anecedotes

The library will soon have a computer system to replace its manual system. New terms and computer jargon will have to be leared. This glossary of terms may help.

-A-
Access time: hour when the library opens
-B-
Baud rate: percentage of sex scenes in a bestseller
-C-
Code: Disease frequently transmitted to staff by patrons, and vice/versa
-D-
Dedicated: basic character of library staff
-E-
Error parity: point at which % of books not returned by due date =% of inaccurate overdue notices
-F-
Floppy disk: spinal condition induced by unloading book drop
-G-
Graphics: to "Adjust" a statistical chart so that it appears to support your budget request
-H-
Hardware: what patrons give to car repair manuals
-I-
Information retrieval: process of coaxing patron to reveal what he really wants
-K-
Kilobyte: federal income tax witheld from your paycheck
-L-
Load-and-go: main activity of bookmobile staff
-M-
Microprogramming: toddler story hour
-N-
Network: total amount accomplished
-O-
Output: traditional method of dealing with rowdy teenagers
-P-
Printer: juvenile applicant for library card
- Q-
Queque: 1. 1. checkout line 2. letter after P
-R-
Read time: 1. time when shelves are hopelessly out of order 2. commodity not possessed by library staff
-S-
Subproblem: difficulty caused by illness of staff member
-T-
Terminal: condition of Reference staff just before finals at local schools
-U-
User Interface: confrontation between two patrons who both want the same book

-V-

Videofax: erroneous author and title of new book which patron saw on TV, s/he thinks

-W-

Wand Reader: good fairy patron who leaves $4 million to the library

Carol Hole, Outreach Coordinator, Santa Fe Regional Library (Gainesville, FL)
the U*N*A*B*A*S*H*E*D Librarian, Number 56, pages 5-8

Library Trends

FEDERAL/NATIONWIDE

Library of Congress

James H. Billington sworn in as 13th Librarian of Congress with an agenda to move the library out more broadly, e.g., lend materials to all local libraries using new technology to share and to involve the library more deeply in the collection by keeping the materials from disintegrating

American Library Association

The world's oldest and largest library association was founded in 1876, has a current membership of nearly 44,000 and a new mission statement which includes:

Access to Information

By forming a coalition on Government Information to counteract efforts to limit such access

Continue efforts to reverse the Government Printing Office's decision to eliminate dual distribution (paper and microfilm) of heavily used government documents

Legislation and Funding

Will continue to use ALA's Washington Office's Legislative Week for Libraries to argue against such issues as reduction of postal subsidies for libraries, Gramm-Rudman and attempts to reduce or eliminate funds for library programs

Reintroduced legislation for a 1989 White House Conference on Libraries & Information Services

Intellectual Freedom

Will continue to support the Committee on Intellectual Freedom's special reports on how to prepare for censorship attempts

Will work with libraries who have been visited by the FBI and asked to report on library users who might be diplomats of hostile powers recruiting intelligence agents or gathering information potentially harmful to the U.S. on library premises

Public Awareness

Have launched a nationwide PR effort entitled "Best Gift" to register school aged children for library cards

Are looking for ways to serve the business community via a nationwide PR kit "Business Kit for Libraries"

Will use a $10,000 grant from OCLC to issue a series of statistical reports on the nation's academic, public and school libraries

FEDERAL/NATIONWIDE

Library Services, Development and Technology

Will continue to produce Library Video Magazine, the first quarterly journal in VCT format dealing with library issues

Personnel Resources

Will foster recruitment, training, development and advancement of under-represented minorities in the profession

Public Library Association

Will emphasize continuing education via a third national Public Library Association National Conference with the theme: Public Libraries: Bridge to the 21st Century

Will offer a new International Study Abroad Award in the amount of $5,000 to enable a public librarian to study abroad for an extended period

Will emphasize services by establishing EIC's (Education Information Centers) in a dozen states to supply adult learners with information about educational and career alternatives

Issued a new set of manuals for libraries to use in developing themselves: Planning and Role Setting for Public Libraries and Output Measures for Public Libraries, 2nd edition

The Book Industry

The American Booksellers Association reports that the book industry is entering a period of prosperity with revived school spending; increase in the number of retail outlets; and the impressive growth of the juvenile category. A snapshot of the industry shows:

- a 12 billion dollar industry
- 2,000 publishing firms
- 55,000 new and reprinted titles issued annually composed of
  - 25% trade books
  - 25% text books
  - 21% science/technical/professional
  - 20% miscellaneous reference/university press
  - 7% religious
- trying to reach a population of 224 million readers who spend an average of $54/year on books

ILLINOIS

State Library Issues

Spearheading efforts to encourage libraries and other community agencies to work together on literacy efforts via grants from the Secretary of State/State Librarian's Office

Reinstated the State sponsored scholarship program to produce needed qualified librarians for Illinois libraries

Establishing a committee to review the Interlibrary Loan code for borrowing strategy, turn-around time requirements, copy charges and continued loaning of monographs to other Illinet libraries at no charge

Cooperating in a national newspaper project designed to identify preserve and make available to researchers newspapers published from the 18th century to present

Working on a statewide online catalog to promote resource sharing

Received the controversial HBW study of systems in Illinois, "Vision 1996: A Plan for the Library Systems in the Next Decade"; appointed a Blue Ribbon Committee to review it since initial reaction was very critical

Working on a statewide library card plan

Accepted responsibility for coordinating statewide preservation planning by establishing an Office of Preservation

Awarded 9.5 million in Per Capita Grants

Legislation Highlights

PA 85-0232 takes effect January 1, 1988 providing for oaths of office for trustees and requires a board to adopt a materials selection policy

PA 85-0788 repeals the Software License Enforcement Act

PA 85-0788 removes the non-resident fee requirement for non-resident taxpayers; limits such privilege to only once per parcel of taxable property

University of Illinois

A major budget crisis at the U. of I. caused by the failure of the legislature to pass a new state tax will cut funds by 18 million is forcing book and serials purchase curtailment. It is feared that the cuts that will have to be made will now imperil the library's mission as a major research library.

Illinois Library Association

Issued a new mission statement which identifies the following areas of concern:

- Springfield legislation/funding
- Image of librarians
- Networking
- Censorship
- New systems and technologies

LOCAL LIBRARY/DAY TO DAY

Personnel/Staff Development Issues

How to implement conflict management and Employee Assistance programs
Effective use of task forces in decision making
Employee conduct, appraisal, interviewing
Effective Employee training
Developing compensation plans; concern for the 'plateaued' employee; comparable worth issues
Staff turnover concerns
Job satisfaction among today's workers

Service Concerns

Service needs of an aging population
Policy and procedure issues in building and maintaining video collections
Choosing a bibliographic utility from among the 3,000 data bases that have surfaced in the last 15 years for online reference searching
Impact of CD Roms on collection and service; need for the hardware to be able to handle more than one product
Need for Reference Service policies
Increasing interest in Omnifax projects
Collection management issues such as weeding, storage, etc.
Resource sharing via Illinet and other methods and concern for reimbursement
Intellectual freedom issues

Other

Continued need for library to 'market' its services
Necessity to conduct a Citizen Survey to learn what needs exist
Learning how to deal with mentally ill and other problems that surface among users of urban libraries
Deterioration of paper and other preservation issues
Funding concerns on all levels
Rising costs of books and serials
Confidentiality of records in the electronic age
Concern with the accelerating rate at which books are going out of print (based on Thor [Aurora, Il] decision disallowing massive tax writeoffs of inventory)

New Furniture · Equipment · Gifts

ADMINISTRATION

- Swintec Typewriter
- Plastic carpet protector

ADULT SERVICES

- Main Floor
  - Swintec Typewriter
  - Omnifax Machine - sharing costs with DuPage Library System as part of their LSCA Reference by Gamma Fax project
  - 1 printer and stand for Interlibrary Loan terminal
- Second Floor
  - Compact disc player
  - Collection of Public Broadcasting System tapes - ordered with receipts from annual book sale
  - 4 secretarial posture chairs for the typing room
  - 3 stereo headsets

EXTENSION SERVICES DEPARTMENT

- 1 typewriter stand
- 1 four drawer file cabinet (used)
- 1986 Boyertown bookmobile
- 1 used desk
- 2 secretarial posture chairs
- 1 travel kart (for film projector)

TECHNICAL SERVICES DEPARTMENT

- Swintec Typewriter
- Hewlitt Packard Terminal printer and stand
- 2 memory boards for CLSI processors
- 1 two drawer filing cabinet

YOUNG PEOPLE'S DEPARTMENT

- Replacement Dial-a-story equipment and 10 new story tapes
- Directional/locational signs
- Electronic calculator
- 2 cassette players
- 1 AV projection cart

STAFF ROOM

- Replacement refrigerator

Personnel

JANUARY

Carolyn Raspiller began as part-time Para-Professional I in Young People's Department

Plans begin to cover absences due to maternity of both Department Head and Department Assistant in Extension Services who are due within three weeks of each other

FEBRUARY

Office Messenger Mark Jennings resigns to move with his family to Atlanta, Ga.

Luis Medina, Library Clerk - Extension Services, accepts the 8 hour/week bookmobile driver position on a temporary basis to cover the maternity leave of the incumbant, Rayanne Carlson

MARCH

Norma Bonilla, Library Clerk - Extension, resigns and is replaced by Helen Hartwig

A replacement second floor Page is hired

APRIL

Marcia Medernach, Library Clerk - Technical Services, is out for nearly three weeks due to kidney stone treatment

Recognition Awards are presented at the National Library Week Luncheon to Dana McDonald - five years; Claudia Race - ten years; Mary Ann Andrews - twenty years.

MAY

Judy Kuzel, Assistant Head Librarian/Head of Adult Services, fell in the parking lot and suffered a dislocated elbow; she was out on a worker's compensation disablility for almost 3 weeks full-time; after months of therapy the doctor's final evaluation shows an 18% permanent disability in the ability to flex and extend the elbow

Ruthmary Wood, Librarian II- Adult Services, accepts the Temporary appointment as Head of Extension Services during Judy Casey's maternity

Jill Steinmetz is hired for part-time hours to replace Ms. Wood in Adult Services; also covering her hours during the summer are school librarians Lynn Wendt and Rae Babel

Jackie Bentley, Library Clerk- Adult Services, resigns her part-time position and is replaced by Beverly Moore

A replacement second floor Page is hired

JUNE

Mary Ann Andrews, Administrative Assistant, begins to train with Laura Gartman, Department Assistant - Extension Services, to assume the paperwork aspects of her position during her maternity leave; the public aspects of the position will be filled by calling in other personnel since Ms. Andrews suffered some medical problems which prohibited her from going out on the vehicle per her doctor's orders

Jerry O'Connell, Page - Young People's, transfers to the Administration Office as Messenger

JULY

Technical Services adds four staff on a temporary basis for the reclassification of the record collection

AUGUST Susan Kendall is hired to cover the Librarian II hours during the Fall until Ruthmary Wood returns from the Temporary position of Head of Extension Services to her regular position of Librarian II- Adult Services

SEPTEMBER Linda Wabanimkee, Library Clerk- Adult Services, submits her resignation to move to Wisconsin for her husband's position; she is replaced by Wendy Hogle

Carolyn Hewitt and Rebecca Tatar, Para Professional I's in Young People's and Adult Services respectively are taking library school classes at Northern Illinois University and Rosary

OCTOBER Judy Casey returns to her position of Head of Extension Services after a maternity leave for the birth of her daughter; Ruthmary Wood returns to her position as Librarian II - Adult Services

NOVEMBER Rayanne Carlson resigns as the 8 hour/week bookmobile driver to accept a full time position with the post office; Luis Medina who has been in the position on a Temporary basis accepts it on a regular basis; Nancy Walsh accepts the additional clerk hours that Luis Medina leaves vacant

Laura Gartman asks for an extension of her unpaid leave of absence which is granted by the Civil Service Commission and the Library; she unexpectedly has gall bladder surgery on November 19 but is expected to return to work on January 4, 1988 as previously scheduled

DECEMBER Rafael Nunez , a five year Page in Adult Services, injured himself at his full time job and is expected to be out until after the first of the year

Programs

ADULT SERVICES DEPARTMENT	Number in Attendance	Number of Programs/Sessions
Second Annual Black Community Leadership Awards Plaque Hanging	25	
Ukranian Easter Egg Decorating Workshops	21 beginners 14 advanced	
Computer Klatch Workshops	16	
Ringing of Replica Liberty Bell to kick-off Sesquicentennial	25	
National Library Week Luncehon	120	
National Library Week coupons and promotional contest/reader's poll	812 58	
VITA (Volunteer Income Tax Assistance)	106	
Holiday Crafts Workshop	14	
Christmas In Many Lands		
Community Tree Tags	697	
Guided tours	10	
Talks/tours by library staff	244	
TOTAL	2, 162	

EXTENSION SERVICES DEPARTMENT		
Adult Travelogues	240	
Welcome Ceremonies for 1986 Bookmobile	50	
Summer Activities		
Balloon launch	228	
Summer Reading Club	78 completed/130 began	
Summer Read to Me	39 completed/47 began	
Summer Reading Club Party	40	
Fox Valley Villages Parade & Festival	100	
Crafts/Activities	2374	
Story-times for first graders	2113	
TOTAL	5,262	

YOUNG PEOPLE'S DEPARTMENT		
Preschool Story Hours	1976	108
Toddler Story Hours	629	24
Saturday Specials	261	8
Spring Break Programs	87	5
National Library Week		
The World of Beverly Cleary	1161	
Summer Activities		
Summer Reading Club	253 completed/357 began	
Summer Read to Me	72 completed/102 began	
Summer Reading Club Party	126	

YOUNG PEOPLE'S DEPARTMENT

Cubs tickets contest	196	
August programs	216	
Summer filmfest	506	14
Summer Craft Workshops	189	2
New Teacher's Breakfast	11	
Halloween Parties	193	4
Children's Book Week	1908	65 classes
Christmas		
Tree Tours	1256	50 groups
Films	35	2
Crafts	36	
Staff visits to schools	1723	47
Visiting groups	1451	75
TOTAL	12,285	

Services

Circulation for 1987 was 706,922 an increase of 1%. Adult Services circulated 320,180, an increase of 3%; Extension Services circulated 150,560, a decrease of 6%; and Young People's circulated 228,076, an increase of 4%.

Teacher Loans totaled 59,805, an increase of 8%. 311 boxes were delivered and 269 picked up as part of this service.

Reciprocal Borrowing totaled 10,847: 5,733 to DLS library patrons and 5,114 to patrons from other library systems.

Interlibrary Loan items borrowed for Aurora patrons totaled 1,867 transactions: 730 via Direct Loan. Aurora loaned 826 items: 535 were via Direct Loan. There were 89 mail reference questions. The Genealogical/local history materials were used by 681 persons with 122 attending summer genealogical workshops.

Films borrowed from SAVS (Suburban Audio Visual Service) totaled 111 16mm films and 19 videocassettes. Films owned by the library circulated 464 times to 216 groups/individuals with an estimated audience of 12,972 persons.

The Apple IIE computer was used by 65 people for a total of 69 hours.

The new service of a Typing Room was popular with 279 people using it for 273.75 hours.

The Gamma Fax machine installed in the summer as part of a cooperative grant with DuPage Library System libraries recorded 97 request sent by Aurora and 114 received.

Voter registration totaled 122 in this non-presidential election year.

Book sale receipts were $2,678.

A total of 12,015 new borrowers registered in 1987 for a total of 34,683 cards in force at year end. An increase in the number of subscription cards and non-resident juvenile cards was experienced because of new state laws regulating such issuance of cards.

The two Dial-a-story machines received 20,937 calls. It was a problematical year for the equipment with one machine having to be replaced. Another problem was that the phone number was incorrectly printed in the white pages of the new phone book issued in October so calls are down.

Extension Services provided programs to 5 area nursing homes for a total of 169 programs presented to 3,274 persons. Book deposit collections totaling 2133 books were delivered 94 times to area nursing homes and Senior Citizen residential developments and centers. The bookmobile was in five parades: Memorial Day, Puerto Rican Day, 4th of July, Fox Valley Villages and Mexican Day.

All three floors and the two bookmobiles cooperated in presenting displays on a variety of themes from a Sesquicentennial Historical Display to World's Fair Memorabilia.

The Eleanor Plain Conference Room was used for 25 meetings. The Multi-purpose Room was used for 125 library related events and 116 school/organization meetings.

The total value of materials referered to the library's legal firm for collection was $13,210. Collected from 123 cases was $5,850 worth of materials, and $3,564 in fines with a cost to the library of $4,200.

Technical Services catalogued and processed 22,980 volumes of new materials, an increase of 14%. The total number of items withdrawn was 12,646 which included 2,121 items declared lost; 1091 items Lost & Paid; 6,602 volumes discarded from weeding projects and 50 volumes declared missing in inventory.

The total size of the book collection is 251,414 an increase of 3%. There were 5,835 books and 92 other items mended and 210 books /periodicals sent to the bindery. Non-print materials added to the collection were 1,004 records, withdrawn 442; added 8 films, withdrawn 2; added 1,397 cassettes, withdrawn 322; added 38 filmstrips/cassettes, withdrawn 56; added 25 music scores, withdrawn 36; added 10 framed pictures, withdrawn26; added 289 compact discs, withdrawn 3; added 161 videocassettes, withdrawn 6; withdrawn 1 microcomputer package; added 91 pieces of software; withdrawn 1 polaroid camera; withdrawn 8 posters; added 162 viewmaster reels, 7 viewers, withdrawn 67 reels and 13 viewers

Automation data entry continued as a big project for 1987 with a cumulative total at year end of 145,539 titles, 190,948 items and 6,818 patrons entered into the data base.

Special Accomplishments

OVERALL

Reviewed, selected and implemented a new AT&T Merlin Telephone System

Contracted for and accepted results of a Citizen Survey conducted for the library by the University of Illinois as required by Per Capita Grant

ADULT SERVICES

Implemented the new service of providing a Typing Room

Completed several Output Measure surveys as required by the Per Capita Grant: Library Visits Per Capita, Title/Subject/Author/Browser Fill Rate, In-Library Use of Materials Per Capita

Worked in conjunction with Technical Services to prepare public domain software for circulation

Began to use Automation capability by doing Datalink searches for titles requested by patrons but not owned by library

Prepared a comprehensive list of the approximately 1,000 volumes of Aurora and Kane County archival materials in the collection for a Sesquicentennial publication on area historical resources

Continued work on Collection Development by checking Dewey category of 650 against holdings and ordering titles not owned which are still in print

EXTENSION SERVICES DEPARTMENT

Began operation of the new 1986 Boyertown Auto Body Works bookmobile

Completed classroom registration in which 4,424 applications for library cards were distributed

TECHNICAL SERVICES DEPARTMENT

Completed writing of Computer Operator job description for this new position to be added in 1988

Initiated the ANSCR project to reclassify the library's collection of records and tapes before entering this portion of the collection into the machine-readable database

Began Patron Data Entry by entering patrons who have been issued library cards based on new applications (in use since September'86)

Continue work on creation of a Disaster Preparedness notebook

YOUNG PEOPLE'S DEPARTMENT

Continued work on Collection Development by checking holdings in fiction collection authors A-Z against Junior High School Library Catalog, 5th ed.; also 'Easy' books collection against Children's Catalog; also by checking sections of The Museum of Science and Industry's Basic List of Children's Science Books, 1973-1984

Offered a new service of Sick Kid Kits containing books, records/cassettes, viewmasters, puzzles or games

Staff Participation

Janet Plaza, Head Librarian

- Kane County Cooperative Extension Service Home Economics Council, Executive Council meetings
- United Way Second Century Initiative committee meetings
- DuPage Library System Board, Administrative Librarians' Advisory Council, Reciprocal Borrowing , Ad Hoc Task Force on Plan Of Cooperation, Reference by Gamma Fax project meetings
- Served as a judge for the American Legion Oratory Contest
- Family Counseling Service board and executive committee meetings
- Exchange Club weekly luncheon meetings
- Valley Personnel Workshop meeting on the Immigration and reform Act of 1986
- Presented a workshop on Marketing the Church Library to 13 persons
- East Aurora School Board meetings regarding non-resident juvenile library card fees
- Hosted four members of the Racine Public Library touring Illinois gathering information on bookmobiles
- Career Track Seminar on Personnel issues
- Aurora Township Youth Committee meetings

Adult Services Department

West Aurora Administrators regarding non-resident juvenile library card fees	Judy Kuzel
Represented the library at an Open House at the new Senior Citizen Center at McCullough Park	Judy Kuzel
DuPage Library System Legislative Workshop	Judy Kuzel
Reciprocal Borrowers' Program procedures review	Judy Kuzel & Mary Lynn Loftus
DIALOG demonstration of online searching	Mary Ann Pirone & Janet Stephens
Online searching demonstration at Lombard Public Library	Mary Ann Pirone & Janet Stephens
Business Reference Course at Schaumburg Public Library	Janet Stephens
Demonstration of database DISCLOSURE	Janet Stephens
DuPage Library System Reference meeting	Megan Isely
Training on use of Omnifax machine	All Adult Services Reference staff

Extension Services Department

Hosted visiting staff from Cook Memorial Library who were gathering information on bookmobiles	Judy Casey
Meeting on homebound services	Judy Casey
Meeting with Fox Valley Park District staff about plannned Senior Citizen Center at McCullough Park	Judy Casey
Use of volunteers	Judy Casey
Tour of Arlington Heights and DesPlaines to view how automation implemented	Judy Casey & Laura Gartman
Met with representatives of Metrocom, an online radio link for bookmobile automation	Judy Casey & Lyman Newton
Alzheimer's Day Care Center meeting	Judy Casey

Technical Services Department

Hosted touring staff from Lisle and Arlington Heights viewing our automation system	Virginia Kacskos & Lyman Newton
Employee benefits meeting	Virginia Kacskos
Sesquicentennial Park Design committee meeting	Virginia Kacskos
Cooperative Education banquet at East Aurora H.S.	Virginia Kacskos
Technical Servics meeting on online catalog, retrospective conversion and disposal of the card catalog	Virginia Kacskos
DLS Automation Committee meetings & workshops	Lyman Newton
CLSI Midwest Users' Group meeting	Lyman Newton
Dial-up into data base by individuals meeting	Lyman Newton

AURORA PUBLIC LIBRARY
Financial Summary
*For Year Ended December 31, 1987

Cash and Investments - January 1, 1987		$ 1,115,265.81
Total Income		1,569,424.37
Total Funds Available		2,684,690.10
Operating Expenditures	$ 1,393,452.90	
Capital Expenditures	233,753.86	
Total Expenditures		1,627,206.70
Cash and Investments - December 31, 1987		1,057,483.40
Adjusting Entries		24,999.90
Adjusted Cash and Investments - December 31, 1987		1,082,483.33

Cash on Hand	(January 1, 1987)	$ 5,265.81
Investments	(January 1, 1987)	1,110,000.00
Cash on Hand	(December 31, 1987)	$ 2,801.72
Investments	(December 31, 1987)	1,079,681.61

*Unaudited figures

AURORA PUBLIC LIBRARY
Income Statement
*For Year Ended December 31, 1987

INCOME:	
General Property Taxes - Current	$ 1,156,278.35
General Property Taxes - Interest	2,731.83
General Property Taxes - Prior Years	2,709.91
Personal Property Replacement Tax	170,000.00
Grant Per Capita - State of Illinois	79,467.97
Non-resident Fees	7,479.50
Film Rental Fees	6,007.25
Sale of Excess Books	2,678.08
Recovery of Costs	7,985.70
Library Copies - Income	16,581.82
Fines	46,590.24
Postage Recovery	862.05
Investment Income- M1	1,543.32
Investment Income	62,235.57
Sale of Assets	3,000.00
Donations - Unrestricted	350.77
Sundry	2,922.01
TOTAL INCOME	$ 1,569,424.37
OPERATING EXPENSES:	
Salaries - Full time	$ 684,747.33
Recognition Award	175.00
Salaries - Part-time/Temporary	199,740.53
Salaries - Overtime	1,035.94
Group Insurance	54,167.29
Group Insurance - Withholding	8,822.63-
Office Supplies	2,737.00
Repairs & Maintenance Supplies - Vehicles	1,587.41
Repairs & Maintenance Supplies - Janitor	9,801.74
Fuel, Oil & Lubricants	3,430.90
Other Operating Supplies	26,622.85
Insurance - Workmen's Compensation Premium	4,700.00
Insurance, Other	24,108.00
Repairs & Maintenance - Bookmobiles	6,447.80
Repairs & Maintenance - Other	9,498.58
Repairs & Maintenance - Computer	17,629.98
Printing & Publication	2,112.00
Advertising	1,153.01
Membership Dues	1,203.00
Postage	6,561.10
Freight	4,762.85
Relocation Charges	1,633.14

Operating Expenses:	
Travel & Professional Development	$ 801.91
Mileage Allowance	560.36
Telephone	7,754.48
Electricity & Gas	14,888.39
Water & Sewer Charges	353.11
Contracted Services	41,870.85
Binding	1,032.65
Library Copier Rentals	10,038.64
Library Copier Supplies	4,738.27
Books - Adult Services	137,768.73
Books - Extension Services	30,761.53
Books - Young People's	28,445.34
Audio Visual Materials - Adult Services	26,221.80
Audio Visual Materials - Young People's	10,067.84
Periodicals - Adult Services	3,562.70
Periodicals - Young People's	3.00
Special Programs	8,353.04
Refunds/Books & Cards	791.49
Audio Visual Materials - Extension Services	1,234.98
Microfilm	9,171.69
TOTAL OPERATING EXPENSES	$ 1,393,452.90
CAPITAL EXPENDITURES	
Office Furniture, Fixtures & Equipment	6,841.07
Library Computer System	52,301.43
Reserve - Computer Equipment Replacement	25,000.00
Truck - Bookmobile	67,538.21
Building Improvements	82,073.15
TOTAL CAPITAL EXPENDITURES	$ 233,753.86
NET INCOME/LOSS	(57,782.40)

*Unaudited figures

1986/87 STATISTICAL REPORT

	1986	1987	Change
CIRCULATION			
Adult Services	320,180	328,286	
Young People's	218,210	228,076	
Extension Services	160,299	150,560	
Total Circulation	698,689	706,922	+1%
BORROWER'S ADDED			
Regular	6,880	6,994	
Non-resident students (ASD)	363	233	
Subscriptions	117	155	
Temporary Deposits	28	34	
Children	1,851	1,735	
Children on bookmobiles	1,657	1,818	
Adults on bookmobiles	343	219	
Non-resident students (juveniles)	350	736	
School/Organization cards	-	91	
Total new borrowers	11,847	12,015	+2%
Total active borrowers registered previous two years	22,797	22,666	
Total Borrowers	34,644	34,681	+fraction
REFERENCE & INFORMATION QUESTIONS			
Adult Services	43,774	50,085	
Young People's	9,557	9,677	
Extension Services	10,300	9,376	
Total Assistance	63,541	69,138	+8%
CAPITAL GROWTH (all types of materials):			
Adult Services	10,148	13,125	
Young People's	4,260	5,305	
Extension Services	5,276	4,550	
Total Growth	19,684	22,980	+14%
CAPITAL SHRINKAGE (All types of materials):			
Adult Services	3,063	5,884	
Young People's	3,605	3,152	
Extension Services	3,850	3,640	
Total Shrinkage	10,518	12,646	+17%
BOOK COLLECTION			
Adult Services	151,997	157,881	
Young People's	45,974	47,311	
Extension Services	45,318	46,227	
Total Collection	243,289	251,419	+3%
PROGRAMS			
Adult Services	2,411	2,162	
Young People's	12,173	12,285	
Extension Services	3,292	5,262	
Total Attendance	17,876	19,709	+9%

COMPILATION SHEET

DATE FISCAL YEAR 1987

	ADULT						JUVENILE						
	Pur.	Gifts	Total	Previous Balance	With-drawn	Balance	Pur.	Gifts	Total	Previous Balance	With-drawn	Balance	TOTAL BALANCE
							YPD						
MAIN	9811	1587	11398	151997	5514	157881	3930	60	3990	45974	2653	47311	205192
							ESD						
ESD	1398	95	1493	10556	1973	10076	2881	31	2912	34762	1523	36151	46227
TOTAL	11209	1682	12891	162553	7487	167957	6811	91	6902	80736	4176	83462	251419

REGISTRATION

	ADULT								JUVENILE							
	Previous Balance	New	Exp.	New 1 year cards				Balance	Previous Balance	New	Exp.	New 1 year cards			Balance	TOTAL BALANCE
				N-R	Sub.	TD	Ogzn.					T	N-R	School		
									YPD							
MAIN	20892	6994	6741	233	155	34	25	21592	5537	1735	2110	--	183	66	5411	27003
									ESD							
ESD	715	219	181	---	---	--	--	753	6384	1818	1830	31	522	--	6925	7678
	21607	7213	6922	233	155	34	25	22345	11921	3553	2940	31	705	66	12336	34681

The person charging this material is responsible for its return to the library from which it was withdrawn on or before the **Latest Date** stamped below. MAY 02 1988

Theft, mutilation, and underlining of books are reasons for disciplinary action and may result in dismissal from the University.

To renew call Telephone Center, 333-8400

UNIVERSITY OF ILLINOIS LIBRARY AT URBANA-CHAMPAIGN

[redacted]

NOTICE

Return or renew all Library Materials!

The Minimum Fee for each Lost Book is $50.00

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